

~~Security Information~~

3 April 1953

MEMORANDUM FOR: The Comptroller  
 THRU: The Management Officer  
 SUBJECT: Survey Report on Organization and Methods Service  
 REFERENCE: Subject Report (two copies attached)

1. Pursuant to instructions and guidance from the Deputy Director (Administration) and the Comptroller a survey of the Organization and Methods Service was undertaken on 21 February.

2. During the course of this survey I have worked with and for the Management Officer under the guidance of the Comptroller. It has been a most stimulating and satisfactory assignment because of the tangible results accomplished and the splendid cooperation which was extended by the Management Officer and his staff. They are entitled to full credit for the success of the survey because the improvements and recommendations were based on their constructive suggestions and invaluable experience.

3. At the suggestion of the Deputy Director (Administration) the Survey concentrated on the internal problems of the Organization and Methods Service and this report is restricted to a brief summary as the Comptroller has been currently informed of its progress.

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 NO CHANGE in Class. ☐  
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 Date: 22/3/78 By: 92

Consultant

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3 April 1953

1st Endorsement

TO: The Comptroller

In forwarding this Survey Report, I should like to express my appreciation to the Deputy Director (Administration) and to the Comptroller for making [redacted] services available. [redacted] penetrating analysis, imagination and logical presentation, combined with unusual tact have produced a program which will enable us to serve the entire Agency more effectively. I concur in the recommendations.

~~Security Information~~  
 M. L. PEEL  
 Management Officer

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